

Juvenile Crime Prevention Council (JCPC)

By-Laws

Amended June 22, 2022
Amended June 14, 2017
Amended January 11, 2017
Amended January 10, 2007
Amended June 8, 2005
Amended November 13, 2002
Amended July 10, 2002
Amended January 28, 1999
Amended July 14, 1999

Article I: Name and Purpose

Section 1. Name – The name of this Council shall be Person County Juvenile Crime Prevention Council (JCPC)

Section 2. Purpose – The purpose of this Council shall be to:

- 2.1 Assess the needs of juveniles in the community, evaluate the adequacy of resources available to meet those needs, and develop or propose ways to address unmet needs;
- 2.2 Evaluate the performance of juvenile services and programs in the community. The Council shall evaluate each funded program as a condition of continued funding;
- 2.3 Increase public awareness of the causes of delinquency and of strategies to reduce the problem;
- 2.4 Develop strategies to intervene and appropriately respond to and treat the needs of juveniles at risk of delinquency through appropriate risk assessment instruments;
- 2.5 Provide funds for services for treatment, counseling, or rehabilitation for juveniles and their families, including court-ordered parenting responsibility classes;
- 2.6 Plan for the establishment of a permanent funding stream for delinquency prevention services; and
- 2.7 Fund programs that are deemed effective in preventing delinquency and recidivism.

Article II: Membership

Section 1. Each member of the Juvenile Crime Prevention Council shall serve for a term of two years. Members may be reappointed. Terms of appointment shall begin January 1st. In order to provide for staggered terms, persons appointed for the positions designated in subdivisions (9), (10), (12), (15), (17), (18), of G.S. 143B-846 shall be for an initial one-year term and two-year terms thereafter. The

Person County Board of Commissioners shall appoint Members.

Section 2. The Chairperson shall advise the Board of Commissioners of members who should be replaced because of resignation, limited interest and participation, or conflict of interest. Members who have two consecutive absences within the calendar year without prior notice will receive a letter from the Chairperson requiring the member to respond within 14 days of receipt of said letter. The member may choose the following options within the letter: Attend the next scheduled JCPC meeting or resign their position. Absences may be excused when a member contacts the Chairperson or staff liaison in advance with justifiable explanation.

Section 3. The membership shall be no more than 26.

Section 4. The membership of Juvenile Crime Prevention Council should include, if possible, the representation listed below, as set forth in G.S. 143B-846.

1. The local school superintendent, or that person's designee(s);
2. A chief of police in the county, or the appointed chief's designee;
3. The local sheriff, or that person's designee;
4. The district attorney, or that person's designee;
5. The chief court counselor, or that person's designee;
6. The director of the area local management entity/managed care organization (LME/MCO), or that person's designee;
7. The director of the county department of social service, or consolidated human services agency, or that person's designee;
8. The county manager, or that person's designee;
9. A substance abuse professional;
10. A member of the faith community;
11. A County Commissioner;
12. Two persons under the age of 21 years, or one person under the age of 21 years and one member of the public representing the interests of families of at-risk juveniles;
13. A juvenile defense attorney;
14. The chief district court judge, or a judge designated by the chief district court judge;
15. A member of the business community;
16. The local health director, or that person's designee;
17. A representative from United Way or other nonprofit agency;
18. A representative of a local parks and recreation program; and
19. Up to seven members of the public to be appointed by the County Board of Commissioners.

- Section 5. No board member may be a member, employee, an agent and/or have a financial relationship with any group, facility, organization, club, business or other entity, which receives funding from JCPC in any form, as this is a conflict of interest. Board members must fully disclose during a JCPC board meeting any current working or fiscal relationships with any organization or entity that applies for funding from JCPC. Should a board member become an employee or engage in any type of fiscal or beneficial relationship after the board had voted funds to such organization and during the budget year those funds are being paid, then such board member is subject to suspension from the board.

Article III: Officers

- Section 1. The officers shall include a chairperson, vice-chairperson, and a secretary.
- Section 2. These officers shall be elected by the Council membership at the April meeting of each year. New officers will assume office on July 1.
- Section 3. Officers shall be elected for one-year terms and may succeed themselves.
- Section 4. Nominations for election shall be received from the floor, in the absence of any nomination for office; existing officer may maintain position for the coming year, in compliance to Article III Section 3.

Article IV: Meetings

Section 1. Regular Meetings

- 1.1 The council will meet bimonthly on dates designated at the first meeting of the year. The routine location of regular meetings will be established at that time. Council members will be notified by the Chairperson of any change in meeting location at least one week prior to the meeting.
- 1.2 All meetings shall be open to the public.
- 1.3 Quorum – A majority of the appointed members shall constitute a quorum. (G.S. 143B-849)
- 1.4 Minutes shall be taken at every meeting and distributed one week prior to the scheduled meeting with notice of meeting date.

Section 2. Executive Meetings

- 2.1 The Executive Committee will meet quarterly at a time and place

- designated by the Chairperson.
- 2.2 Minutes shall be taken at every Executive meeting and made available to Board Members at the next regularly scheduled Board Meeting.

Section 3. Special Meetings

- 3.1 The Chairperson may call such special meetings as deemed necessary to carry out duties of the Council.
- 3.2 Notice of special meeting shall be given to all members of the Council in writing or by phone at least 24 hours in advance.
- 3.3 Minutes shall be taken at every Special Meeting and made available for Board Members at the next regularly scheduled Board meeting.

Section 4. Members are allowed to attend meetings in person or via teleconferencing or video conferencing methods given that each member attending, regardless of the attendance option used and referenced herein, has the ability to fully deliberate on any matter under consideration. Any member attending a meeting by teleconference or video conference shall have their vote on matters recorded by roll-call to ensure that their “yay” or “nay” is correctly recorded.

Article V: Committees

- Section 1. The Executive Committee (comprised of the Chairperson, Vice-Chairperson, Chief Court Counselor, and Chairs of the Sub-committees), whose purpose shall be to make decisions concerning excused and non-excused absences, periodically review the by-laws, and make decisions based on the requests for the appropriate use of administrative funds of the JCPC.
- Section 2. The Chairperson may at his/her discretion appoint any other committees which he/she deems necessary to carry out the general purposes of the Council. Standing Committees in existence are as follows: Funding Committee, Monitoring Committee, and Public Awareness Committee.

Article VI: By-Laws

- Section 1. The Executive Committee has responsibility for reviewing and revising the by-laws. Any changes will be proposed in writing at one regular meeting and acted upon at the next meeting or proposed in writing with at least 10-day notice and acted upon at its next scheduled meeting or a special meeting of the Council.
- Section 2. Only persons appointed by the Council of the Person County Commissioners will have voting rights.
- Section 3. Proxy voting is not allowed.

Article VII. Funding Procedures

- Section 1. The Chairperson shall publicize a request for proposals in the county newspaper as requested by funding sources.
- Section 2. In order to be considered for a funding recommendation you must be a 501C3 governmental agency or an agent of the public housing authority. Proposals must be submitted at the County Manager's office by the specified deadline. All applicants interested in submitting applications for funding must attend a mandatory grant writing session as set forth in Request for Proposal.
- Section 3. The entire membership will review all submitted proposals. At a scheduled meeting, the membership will hear presentations from the applicants. A membership vote will be taken to determine which applicants receive funding.
- Section 4. Funding recommendations will be presented to the Person County Board of Commissioners at their regular meeting in May.

Article VII. JCPC Administrative Funds

- Section 1. The JCPC may use up to the allotted amount of administrative funds designated by the DJJDP to cover administration and related costs of the council. The administrative cost of the council shall be, but not limited to, food, travel {mileage, hotel, and meals), conference registration and training, supplies, manuals, postage, request for proposal advertising, public service announcements and any other related cost to the council. The Executive Committee will review all administrative requests that are directly related to the role of the JCPC Council.

Chairperson

Date